BALDWIN PUBLIC LIBRARY

BALDWIN PUBLIC LIBRARY MINUTES,
REGULAR MEETING
June 15, 2026

Call to Order and Roll Call:

The meeting was called to order by President Danielle Rumple at 7:30 p.m.

Library Board present: Wendy Friedman, Pam Graham, Frank Pisano, Karen Rock, Danielle Rumple.

Absent and excused: Jennifer Wheeler.

Library Staff present: Rebekah Craft, Director, Jaclyn Miller, Associate Director and Robert Stratton, Office Administrator.

Friends of the Library liaisons present: Ryndee Carney and Sue Ochalek.

Contract community representatives present: None.

Members of the public present: None.

All present recited the Pledge of Allegiance following establishment of quorum.

Rock read aloud the Library's Mission Statement.

1. General Public Comment Period: None

2. Consent Agenda:
   Motion to approve the consent agenda.
   A. Approval of May 18, 2026 Board Meeting Minutes
   B. Approval of May 2026 vendor payments in the amount of $123,329.82, including payments in excess of $75,000.
   C. Approval of total expenses in the amount of $437,973.71
   1st Friedman
   2nd Rock
   A roll call vote was taken.
   Yeas: Friedman, Graham, Pisano, Rock, Rumple.
   Nays: None.
   Absent and excused: Wheeler.
   The motion was approved unanimously.

3. Board Reports and Special Announcements:

President's report: Rumple thanked Dr. Franziska Schoenfeld for the donation of a bronze Marshall M. Fredericks otter sculpture. There will be a reception to honor this donation at 7:00 p.m. on July 20. Rumple thanked staff for leading library tours for Birmingham Public Schools second graders, and thanked the Idea Lab for helping print 60 3D articulated dragons for the fifth graders at Pembroke Elementary.

Board comments: None.

Staff Anniversaries: Friedman recognized the following staff anniversaries: Kait Aiken (1 year of service), Tess Coleman (1 years), Debra Gantz (24 years), Candace Greer-Jefferson (1 years), Megan Gusho (3 years), Jennifer Hassell (5 year), Sebastian Hernandez (3 years), AJ Jawad (3 years), Daniel O'Brien (25 years), and Sheila Sweeting (5 years).

Upcoming events of interest: Miller reported upcoming events at the Library, full details of which are on pages 62-63 of the June Board packet.

Report from Friends of the Baldwin Public Library: Ryndee Carney reported that the Library program wish list for June through January was presented during the last Friends Board meeting. Treasurer Sue Ochalek provided a check for $21,650 towards the wish list in support of Library programming. Just over $3,000 was earned during the two-day Spring Book Sale.

4. Board Committee Reports

Finance Committee:

Pisano reported that the Finance Committee met on June 8. Present were Rumple, Friedman, Pisano, Craft, and Miller. Full minutes from this meeting are on page 14 of the June Board packet. The next meeting of the Finance Committee will take place on Monday, July 13, 2026 at 4:00 p.m. in the Delos Board Room.

Craft reviewed the Budget Amendment for FY 2025-2026 outlined in the memorandum found on page 17-20 of the June Board packet. The Finance Committee recommended the Board approve these adjustments to revenues and expenditures.

Motion to approve the budget amendment to FY 2025-2026

Revenue		
271.0-000.000-402.0000	Birmingham Tax Revenue	$12,959
271.0-000.000-528.0000	Federal Grants	$9,600
271.0-000.000-567.0000	State Grant	$2,000
271.0-000.000-573.0002	Local Community Stabilization	$1,200
271.0-000.000-591.0001	Beverly Hills Contract	$23,228
271.0-000.000-591.0003	Bloomfield Hills Contract	$4,235
271.0-000.000-619.0009	Proctor Fees	$150
271.0-000.000-646.0005	Copy Machine Fees	$400
271.0-000.000-646.0008	Computer Printer Fees	$2,500
271.0-000.000-646.0008	Fax Fees	-$150
271.0-000.000-647.0005	Sale of Items	-$750
271.0-000.000-647.0006	Vending Machine Fees	$1,400
271.0-000.000-660.0000	Fines	-$500
271.0-000.000-665.0001	Investment Income	$85,000
271.0-000.000-677.0001	Sundry & Misc.	-$450
	TOTAL CHANGE IN REVENUE	**$140,822**
Expenses		
271.0-790.000-702.0001	Salaries & Wages	$125,000
271.0-790.000-711.0005	Dental/Optical Insurance	$894
271.0-790.000-711.0012	Retirement-Def. Contribution	$3,817
271.0-000.000-711.0013	Retiree Health Savings Contr.	$520
271.0-000.000-727.0000	Postage	-$1,550
271.0-790.000-742.0000	Computer Software	$5,000

271.0-000.000-746.0000	Maintenance Supplies	$1,000
271.0-000.000-799.0000	Equipment Under $5,000	$8,000
271.0-790.000-801.0200	Legal	$15,750
271.0-790.000-802.0100	Audit	-$470
271.0-000.000-805.0100	Landscape Services	-$3,000
271.0-000.000-811.0000	Other Contracted Services	$52,660
271.0-790.000-814.0200	Marketing & Design Services	$3,000
271.0-000.000-816.0100	Janitorial Contract	-$23,000
271.0-790.222-830.0200	ILS Services	$5,000
271.0-790.222-851.0000	Telephone	-$2,000
271.0-790.000-933.0200	Equipment Maintenance	-$6,000
271.0-790.000-920.0000	Electricity	-$6,000
271.0-790.000-921.0000	Gas	$1,200
271.0-000.000-922.0000	Water & Sewage	-$3,000
271.0-790.000-901.0000	Printing	$2,800
271.0-000.000-955.0100	Programs	$400
271.0-000.000-957.0100	Training	-$10,000
271.0-790.000-957.0300	Memberships & Dues	$1,000
271.0-790.000-958.0200	Parking	$4,360
271.0-790.000-960.0000	Unemployment Claims	-$1,000
271.0-790.000-962.0000	Miscellaneous	-$1,500
271.0-790.000-971.0100	Machinery & Equipment	-$35,000
271.0-790.000-972.0000	Furniture	-$16,000
271.0-790.000-977.0000	Building Improvements	$15,000
271.0-790.000-987.0500	Books: Adult	$60,000
271.0-790.000-987.0700	Books: Youth	$60,000
	TOTAL CHANGE IN EXPENSES	**$256,881**

1st Pisano
2nd Friedman
A voice vote was taken.
Yeas: Friedman, Graham, Pisano, Rock, Rumple.
Nays: None.
Absent and excused: Wheeler.
The motion was approved unanimously.

<u>Building Committee</u>:

Rock reported that the Building Committee met at 3:00 p.m. on June 15. Present were Rumple, Graham, Rock, Craft, and Miller. The next meeting of the Building Committee will be held on Tuesday, June 30, 2026 at 4:00 p.m.

During a heavy rain the morning of June 14, a water leak over the Youth Services office was discovered in a spot that has had repeated leaks over the last six years. A small amount of library materials were damaged and there is discoloration in the ceiling from water. City Maintenance Coordinator John Galik is working with the roofing installer to have the roof repaired and the interior refinished, with the 2024 roof still covered under warranty.

Per an update from the City on May 18, the City will be issuing an RFP and covering the replacement cost of the loading dock. As of June 15, the RFP has not yet been issued. The project may have to take place in Spring 2027 if the RFP is not issued soon. The Board asked that the proposed snowmelt mats for the loading dock lower stairway will be installed in Fall 2026 if there are no objections by the Building Department.

MCD Architects viewed the Idea Lab space, created a drawing of the current space, and developed an updated space plan. MCD looked at expanding the room and removing the central utility closet, but the work would more than double the estimated $50,000 budget for the project. The Building Committee members recommend that modifications should be modest and stay within the initial budget. Board members Pisano and Friedman agreed.

Policy Committee:

Friedman reported the Policy Committee has reviewed and made draft edits to the Idea Lab User Agreement and the Library Card Policy based on feedback from staff. The Committee recommends the Board approve these changes as shown on pages 30-40 of the June Board packet.

Motion to adopt the proposed changes to the Idea Lab User Agreement as found on pages 35-37 of the June Board packet.

1st Rock
2nd Graham
A voice vote was taken.
Yeas: Friedman, Graham, Pisano, Rock, Rumple.
Nays: None.
Absent and excused: Wheeler.
The motion was approved unanimously.

Motion to adopt the proposed changes to the Library Card Policy as found on pages 38-40 of the June Board packet.

1st Pisano
2nd Friedman
A voice vote was taken.
Yeas: Friedman, Graham, Pisano, Rock, Rumple.
Nays: None.
Absent and excused: Wheeler.
The motion was approved unanimously.

5. Library Report:

Craft and Miller presented highlights as shown in the Library Report. Miller will provide a full Q4 Statistical Dashboard report in July. Full details of the complete report, including programs and services updates, are on pages 41-51 of the June Board packet.

6. Liaisons

Beverly Hills: There was no report.

Bloomfield Hills: There was no report.

Bingham Farms: There was no report.

New & Miscellaneous Business:

Discussion of proposed Tuition Assistance Program
Craft reviewed the first draft of the proposed Tuition Assistance Program and invited Board discussion and suggestions:

Interest in the program should be expressed prior to enrollment. Reimbursement for graduate programs should apply to the A+ through B- range, as a C+ or lower does not meet the minimum expectations for graduate-level work. The Library attorney should draft a disclosure outlining the payback mechanism for staff engaged in the reimbursement program who resign or are terminated before a 12 month period. Craft noted other libraries with tuition reimbursement build their budget around anticipated needs each year.

Craft will use suggestions from this discussion to make edits to the current draft policy for approval at the July meeting.

7. Unfinished Business:

Student Board Representative Update
Miller and Teen Services librarians previously discussed Teen Advisory Board (TAB) member updates to the Library Board. TAB members were excited for the opportunity to provide feedback on their engagement with the library. They will designate 3-4 rotating representatives, each with a back-up representative, to provide a report each Board meeting through the school year. Miller will propose that TAB presents a verbal report to the Board in October 2026.

8. Items Removed from Consent Agenda: None.

9. Information Only: See pages 61-65 of the June Board packet.

10. Adjournment:

Motion to adjourn the meeting.
1st Rock
2nd Pisano
A voice vote was taken.
Yeas: Friedman, Graham, Pisano, Rock, Rumple.
Nays: None.
Absent and excused: Wheeler
The motion was approved unanimously.

The meeting was adjourned at 8:42 p.m. The next regular meeting is scheduled for Monday, July 20, 2026 at 7:30 p.m. in the Rotary & Donor Room.

Wendy Friedman, Secretary Date